

Balena Law Firm, LLC

Attorney at Law

30400 Detroit Road Suite 106

Westlake, OH 44145

Phone: 440-365-2000 | Fax: 866-936-6113

Account Statement

Prepared for Jeffrey Jenkins

Re: Chapter 13 Hourly with Retainer

Previous Balance	\$(1,361.00)
Current Charges	\$6,664.59
New Balance	\$5,303.59
Adjustments	\$0.00
Payments	\$(1,861.00)
Now Due	\$4,803.59
Trust Account	\$0.00

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INVOICE

Jeffrey Jenkins
8081 Baumhart Rd
Amherst, OH 44001

Invoice Date: March 08, 2016
Invoice Number: 12159
Invoice Amount: \$6,664.59

Matter: Chapter 13 Hourly with Retainer

Attorney's Fees

9/1/2015	Apt for 9/3/15 at 4:00 pm; pending sheriff sale on 9/30/15	D.G.E.	.30	\$19.50
9/1/2015	pulled deed, legal and sheriff sale info for Bill to review at interview	D.G.E.	.30	\$19.50
9/3/2015	chapter 13 consultation; Sheriff sale 9/30/15 (time will be shown as "no charge" until retainer paid in full)	W.J.B.	1.50	\$450.00
9/3/2015	draft chapter 13 retainer agreement	W.J.B.	.30	\$90.00
9/4/2015	Open client file, best case, scanned docs, research ct docket, prior BK research, etc.	D.G.E.	.50	\$32.50
9/25/2015	cf Jeff; made fianl payment and discussed documents needed.	W.J.B.	.20	\$60.00
9/28/2015	process payments remotely, update billing	W.J.B.	.30	\$90.00
11/30/2015	client brought in docs late today. says sheriff sale Wed. Has not completed ccc. worked on schedules; means and plan; prob will have to file shell with plan.	W.J.B.	4.00	\$1,200.00
11/30/2015	Jeff came to the office and annouced his sheriff sale is Wed, Dec 2nd. I went over what docs are required and assisted him in logging online to obtain paystubs, bank stmts.	D.G.E.	4.00	\$300.00
11/30/2015	Having a great deal of trouble working with client to make him understand what and why docs are required for filing this rush case. He did reek of alcohol. Bill not to happy that we are being so rushed as the new best case forms will be issued at the same time.	D.G.E.	2.00	\$130.00

12/1/2015	client in for signing appt; last minute changes to Sch E to add tax debt; thereby change plan. Numerous other changes; new version of Bestcase with new forms very sluggish. File case.	W.J.B.	4.00	\$1,200.00
12/1/2015	correct, format and file pay order	W.J.B.	.30	\$90.00
12/1/2015	setup client email subfolder with filter parameters	W.J.B.	.10	\$30.00
12/1/2015	Updated Best Case (new forms)	D.G.E.	.50	\$32.50
12/1/2015	Prepared and fax to Tina Tomstok (440-329-5230) LCCP Court to file Suggestion of BK. Tina told me she would cancel the sale	D.G.E.	.80	\$52.00
12/1/2015	Jeff showed up at signing apt still missing docs. Bill told him he has 10 days to forward the missing docs.	D.G.E.	.60	\$39.00
12/1/2015	reviewed docs faxed to stop sale. No suggestion to clerk. printed suggestion for filing.	W.J.B.	2.00	\$130.00
12/2/2015	Recieved filed suggestion of Bk and Sheriff sale cancelled notice from LCCP Court	D.G.E.	.30	\$19.50
12/2/2015	travel to and from LCCP to file suggestion of bankruptcy	W.J.B.	1.00	\$150.00
12/2/2015	file suggestion of bk with clerk of court	W.J.B.	.30	\$90.00
12/2/2015	correct pay order and refile; somehow when created PDF it removed /s/ from my E signature. It was in original draft of doc.	W.J.B.	.20	\$60.00
12/3/2015	VM to Jeff. I need his son Joshua's address for amend to SOFA	D.G.E.	.40	\$26.00
12/4/2015	OC to obtain Sons mailing address for SOFA Amendment	D.G.E.	.30	\$19.50
12/4/2015	Scanned filed Order for Debtor's Employer, Ford Motor Company to Pay Trustee \$5,400 per month	D.G.E.	.10	\$6.50
12/7/2015	Notice of Order To Pay Wages	D.G.E.	.10	\$6.50
12/8/2015	Notice of Appearance and Request for Notice by David H. Yunghans Filed by Creditor Deustche Bank National Trust Company	D.G.E.	.10	\$6.50
12/8/2015	Scanned Notice of Chapter 13 Plan	D.G.E.	.10	\$6.50
12/8/2015	Prepared and mailed 341 Notice	D.G.E.	.30	\$19.50
12/10/2015	POC Internal Revenue Service	D.G.E.	.10	\$6.50
12/10/2015	cf agent from IRS. Advise debtor has not filed returns for 2013 or 2014; she is sending letter with contact info	W.J.B.	.10	\$30.00
12/11/2015	advise secretary to inform debtor that tax returns for 2013 1nd 14 due in the office Tuesday.	W.J.B.	.10	\$30.00
12/11/2015	OC to Jeff. I need the status of him filing his 2013 & 2014 tax return. Per Bill the IRS phone him regarding the same material. VM to Jeff to call me back. Bill gave him 10 days to complete the task at his petition signing apt on 12/1/2015	D.G.E.	.30	\$19.50
12/14/2015	check bankruptcy link site; no payments made to date.	W.J.B.	.20	\$60.00
12/14/2015	text to debtor remind I am looking for tax 2013 and 2014 tax returns.	W.J.B.	.10	\$30.00
12/14/2015	second text to debtor pointing out no payments showing to trustee.	W.J.B.	.10	\$30.00

12/14/2015	Received corresp. from the IRS via US Mail. Taxes have not been filed. Bill told Jeff to file them when he filed his Ch 13. I spoke with Bill regarding the corresp. He will contact Jeff.	D.G.E.	.50	\$32.50
12/16/2015	review irs letter and text client info regarding letter from IRS	W.J.B.	.30	\$90.00
12/22/2015	work with debtor computer to transfer PDF of 2014 tax return to flash drive for download and printing	W.J.B.	.60	\$180.00
12/22/2015	OV scanned 2012 & 2013 tax returns to dropbox.	D.G.E.	.40	\$26.00
12/23/2015	OV Jeff was having problems opening and creating NDC to make his trustee pymts. Jeff had is lap top with him, I assisted him to open NDC and create his account. He kept putting in the wrong password and the program locked him out. He called the 800 # for assistance. Bill and I both told him that he should of addressed this process long before today.	D.G.E.	.70	\$45.50
12/28/2015	upload tax returns to chapter 13 trustee	W.J.B.	.30	\$90.00
1/5/2016	text messages to debtor; OH saying not receive tax returns ask if mailed them.	W.J.B.	.10	\$30.00
1/5/2016	second text to client asking if he filed federal taxes and start making plan payments.	W.J.B.	.10	\$30.00
1/12/2016	check online for plan payments. none showing.	W.J.B.	.20	\$60.00
1/12/2016	text debtor (2 messages). ask why no reply to 1/5 message. advise no plan payments showing. request paystubs if being deducted.	W.J.B.	.10	\$30.00
1/12/2016	text from client; says \$5,400 payment today; mailed tax pepers sat (1/9/16)	W.J.B.	.10	\$30.00
1/12/2016	text client reminding he did not reply to 1/5 messages	W.J.B.	.10	\$30.00
1/13/2016	travel to and from 341	W.J.B.	1.40	\$210.00
1/13/2016	meeting of creditors	W.J.B.	.80	\$240.00
1/22/2016	scanned POC Ford Motor Credit Company	D.G.E.	.10	\$6.50
2/16/2016	check bk link for payment status; pay order not on working yet; debtor again \$5400 behind in funding. Sent text advising him to pay balance due bf Thursday.	W.J.B.	.30	\$90.00
2/16/2016	extended text conversation with debtor regarding bringing plan payments current	W.J.B.	.30	\$90.00
2/16/2016	4 texts to client and his replies; his pay order hasn't started and plan \$5400 behind; advise he needs to pay weekly until pay order starts	W.J.B.	.30	\$90.00
2/17/2016	text cleint that plan confirmed; request amount paid through epay with confirmation #; client replied with info.	W.J.B.	.20	\$60.00
2/17/2016	researched the internet and found Wage withholding order address for Ch 13. I updated wage order and scanned to dropbox. Message to Bill to refile the order	D.G.E.	.30	\$21.00
2/17/2016	call client to see if he made plan payment; he will do it online. texted him to be sure he made it. asked for amount and confirmation number.	W.J.B.	.30	\$90.00

2/18/2016	edit amended pay order with new address for Ford motor Company; format for upload to court; upload	W.J.B.	.40	\$120.00
2/18/2016	Scanned Amended Order for Debtor's Employer to Pay Trustee \$5400.00 per month	D.G.E.	.10	No Charge
2/22/2016	Notice of Order To Pay Wages	D.G.E.	.10	No Charge
3/1/2016	EM to Jeff. I received notice from the BK Ct that the second credit counseling has not been completed. I attached the Access Counseling information with instructions to complete the course immediately.	D.G.E.	.30	No Charge
3/1/2016	Scanned confirmation order of Ch 13 plan	D.G.E.	.10	No Charge
3/4/2016	Scanned Notice of Order Confirming Chapter 13 Plan	D.G.E.	.10	No Charge
3/4/2016	OC to Jeff. I need to know the status of his completing the credit mgmt certificate.	D.G.E.	.30	No Charge
SUBTOTAL:			34.80	\$6,273.00

Costs

9/3/2015	chapter 13 filing fee			\$310.00
9/3/2015	credit counseling			\$18.00
9/3/2015	credit report			\$33.00
11/30/2015	55 copy pages of petition prior to 12-2015 conversion of program to protect if any entered data lost. 55 pages at \$.23 per page.			\$12.65
12/1/2015	photocopy suggestion for filing. 16 pages at \$.23			\$3.68
12/1/2015	print plan and petition for signing 62 pages @ \$.23 per page			\$14.26
SUBTOTAL:				\$391.59

Matter Ledgers

9/28/2015	Balance before last invoice			\$0.00
9/28/2015	debit payment for fees			\$(1,000.00)
9/28/2015	debit payment for costs deposited directly to trust			\$(361.00)
3/8/2016	Funds transferred from Trust			\$(500.00)
3/8/2016	Invoice 12159			\$6,664.59
SUBTOTAL:				\$4,803.59

Trust Account

3/8/2016	Previous Balance			\$0.00
9/3/2015	Initial Retainer Deposit			\$500.00
3/8/2016	Advanced fees withdrawn from Trust - Chapter 13 Hourly with Retainer			\$(500.00)
Available in Trust:				\$0.00

TOTAL \$6,664.59
PREVIOUS BALANCE (CREDIT) \$1,361.00

CURRENT BALANCE DUE AND OWING \$4,803.59

